

M-SPIRIT Release 2.02 Training and Notes

The M-SPIRIT release can be divided into two areas: Enhancements and Defect Repair. This document is organized in that order, namely:

- ENHANCEMENTS
- DEFECT REPAIR

Also included in this document are some reminders and additional items that you may find useful.



ENHANCEMENTS:

1. ENH-055. A field has been added to Demographics so clinic personnel can capture the Medicaid ID number. This field is the “PMI #”. You may find it useful to have the Medicaid ID entered here for SIS lookups. Entering the Medicaid ID here does not constitute proof of Medicaid coverage. This field will not be monitored by the State Office.
2. ENH-120. There will be a new tab in the participant folder called “Certification History”. That tab will show details of all certifications for the participant. The certification detail will show date/time, staff member and details for each area of the Certification Guided Script (CGS). The purpose of this enhancement is to be able to capture staff related information for each step of a certification.



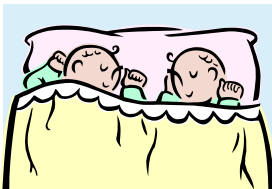
3. ENH-122. If infant birth weight and length are unknown, an “unknown” check box in the Child Health Information screen has been added. When this box is checked, the birth weight, length, premature and gestational age fields will be grayed out, and these fields will be treated as unknown. If this information becomes known at a future time, the box can be “unchecked” and this information will then be required. Only check the “unknown” box if it is impossible (e.g., foster child) to obtain the birth information.
4. ENH-147. Babies can now weigh less than 1 pound at birth. M-SPIRIT will now accept zero pounds in the Infant’s Birth Weight.
5. ENH-159. Birth weight and height have been removed from the 5 infant growth grids because they may have been inaccurately measured or reported and could skew the growth grids. The charts are Length/Age, Weight/Age, Weight/Length, Length/Gestational Age and Weight/Gestational Age.
6. ENH-123. There will be no default race or ethnicity. Previously the race default was “American Indian” and the ethnicity default was “No. Not Hispanic or Latino”. Both fields will now be required to be entered for certification.



7. ENH-126/131. M-SPIRIT will allow the user to use a previous income record (within 60 days of that previous income record) of another household member during the certification process. You must still include the income document(s) in the participant's folder. There are two ways you can do this: 1) prior to certification, scan documents into the participant's folder in anticipation of using them at the future certification; or 2) on the date of certification, print out the scanned documents from the other family member's folder and scan them into the participant's folder who is being certified. 
8. ENH-126/131. M-SPIRIT will automatically choose the residency proof selection if another household member recorded proof of residency within 60 days. You must still include the residency document(s) in the participant's folder. There are two ways you can do this: 1) prior to certification, scan documents into the participant's folder in anticipation of using them at the future certification; or 2) on the date of certification, print out the scanned documents from the other family member's folder and scan them into the participant's folder who is being certified. Remember, you only need to include the residency documents at the initial certification and when the place of residency changes.
9. ENH-130. A subject line has been added to notes. The user will pick a subject from a dropdown list of "Note Subjects". You cannot pick the subject line of a SOAP Note, the subject will always be SOAP; but, you can choose the subject line for other notes. The subjects are defined by the Montana State WIC Office.
10. ENH-145. A button called "Add Materials Given" has been added to the Nutrition Education tab. When clicked, a popup screen will present a list of materials for the user to choose from. When the Nutrition Education Contact History is reviewed, the user will be able to view what materials were given at each contact. The material lists are WIC category-specific and are defined by the Montana State WIC Office. If you find this feature helpful, please let us know. The Montana State WIC Office will not require that you use this feature; however, if you do use it, the State Office will require that it is correct. 
11. ENH-154. Pre-Pregnancy Height: The Pre-pregnancy height will no longer appear on the Pregnancy Information Tab of the Health Screen and the most recent height measurement will be used to calculate the Pre-Pregnancy BMI.
12. ENH-155. In the Benefits Issued tab, when you click on "show details", the Staff Member who issued that benefit will be displayed.
13. SUG-512. View retained address history. A button has been added to the Demographics Tab that allows the user to view past addresses for the household.

DEFECT REPAIR

1. MT-16. VENA error causes VENA contact to not be saved. When a risk was assigned in VENA and then deleted, an error would occur, causing loss of the VENA data. This has been fixed.
2. SUG-142, SUG-217, SUG-279. FP III date is required and requires validation. This has been added.
3. SUG-166. The system was popping up that a risk factor was needed while the user was in VENA and CGS. This occurred when the user entered VENA before entering Risk Factors in the CGS. This has been fixed.
4. SUG-188. Issues with VOC Certification. Could: VOC a participant multiple times; make the cert end date too far in advance; get Cast error. This has been fixed.
5. SUG-200. Duplicate benefit numbers being issued for offline clinics. This has been fixed.
6. SUG-204. Object Reference Error when creating SOAP notes. When a participant was prescreened, and a note was added, an object reference error would occur. This has been fixed.
7. SUG-216. Dates clearing when Breastfeeding Amounts changed. When partially breastfeeding amounts were changed, the Date Supplemental Feeding Began and Date Solids Introduced fields were clearing. These dates will now be retained. When the participant changes to or from Full Breastfeeding, these dates will be cleared.
8. SUG-371. When multiple infants are linked to the same mom, infant data was being overwritten. This has been fixed.
9. SUG-228. Multifetal Gestation Risk Factor not auto-assigned when expecting multiples box is checked. The functionality in this area has been modified as follows:
 - The Expecting Multiple Births Checkbox is always disabled in the Participant Folder.
 - Manually assigning Risk Factor 335 (multifetal gestation) from the Participant Activities → Assign Risk Factors menu, will cause the “Expecting Multiple Births” checkbox to get checked.
 - Manually removing Risk Factor 335 (multifetal gestation) from the Participant Activities → Assign Risk Factors menu, will cause the “Expecting Multiple Births” checkbox to get unchecked.
 - In the CGS, you can check the “Expecting Multiple Births” checkbox on the Health Information Tab of a pregnant woman. This will cause the system to automatically assign Risk Factor 335 (multifetal gestation).
10. SUG-242. Pounds of cheese error message. This has to do with the error messages when issuing too much cheese.



11. SUG-245. When breastfeeding information was updated on mom, the linked baby's breastfeeding information was not being updated. This has been fixed.
12. SUG-275. VENA risks entered through the CGS were not being recognized when assigning food packages. This has been fixed. There may still be issues with VENA risks being recognized when entered outside of the CGS and with other risks being carried forward when a VENA risk is assigned.
13. SUG-338. Termed participants were able to receive benefits after termination date. This has been fixed.
14. SUG-374. The system was not allowing the user to come back to a goal at a later date and add the result of the goal. This has been fixed. The system now allows the user to edit a previous goal to update the result. However, the following is how the Montana WIC State Office would like clinics to manage goals/results of goal:



- 1) Initially set the goal with no result (outcome).
- 2) When there is a result to document, do not edit the original goal; rather...
- 3) When there is a result (outcome) to document, re-enter the goal with the outcome.
- 4) Why? When you update a goal with a result, there is no way to document the date of the result. The entire goal retains the initial contact date (the date the goal was defined). If you recreate the goal when you have a result, you can document the date that the goal was achieved.

15. SUG-383. When an applicant was over income one day, if they came back some other day and were income-eligible, the system was not allowing the certification to continue. This has been fixed. Now, if a participant is income-ineligible, if they come back in at a later date and are income-eligible, they can be certified.

WARNING: Do not attempt to print a notice of ineligibility at this point. This will result in an object reference error. Please fill in the Notification of ineligibility form referenced in the WIC Newsletter and scan it in to the participant's folder.

16. SUG-452. Food Prescriptions Disappeared when verifying Breastfeeding Status. Updating the date Breastfeeding Status is verified caused the food prescription(s) to disappear. This has been fixed. Changing the date that Breastfeeding Status is verified will no longer cause a change in the food prescriptions; however, changing the amount of breastfeeding will still cause a change to the food prescriptions (future prescriptions will be removed and the user will get the opportunity to enter a food prescription).
17. SUG-456. System allowed fish to be added to partially breastfeeding woman's food prescription. This has been fixed.
18. SUG-494. VENA contact could not be deleted. This has been fixed.



19. SUG-508. Entering a Ht/Wt/Blood value causes a pseudocert. An error was causing certification effective and end dates to sometimes be incorrectly modified. This has been fixed.



20. SUG-562. Error “Length cannot be less than zero” occurred when editing an income amount. This has been fixed.

21. SUG-571. Cursor was on the wrong side of the \$ in income dialog. This has been fixed.

22. SUG-577. 11/17/08 was appearing on the Pregnancy Information tab in the Date Food Package III Verified field. This has been fixed.

23. SPELLING

1) SUG-280. When entering a Special Prescription Item and if you forgot to enter a Physician’s name, an error message would pop up. “Physician’s” should have been possessive and it wasn’t. Also, in the list of reasons, “Requirement” was misspelled. These have been fixed.

2) SUG-278. When milk quantity was exceeded, a message popped up with “Prescription” misspelled. This has been fixed.

3) SUG-297. A message pops up when a user removes an incomplete certification attempt. That message had “participant” misspelled in it. This has been fixed.



24. GROWTH GRIDS



1) SUG-466. Negative weight gain not plotted on Prenatal Plot. Negative weight gains (weight loss) were not being plotted on the Prenatal Plots. They are now being plotted.

2) SUG-66 and SUG-326. Prenatal Growth Grid was plotting previous data when it should not. This is no longer happening.

3) SUG-560. Minor formatting issues fixed on Infant Growth Grids. Modified graph labeling so it is easier to read and removed plurals where not correct (e.g., old: 1 year(s) 1 weeks 1 days ...new: 1 year 1 week 1 day).

4) SUG-558. Minor formatting issues fixed on Pregnant Growth Grids. See above.

5) SUG-559. Minor formatting issues fixed on Child Growth Grids. See above.

6) SUG-298. An unhandled exception was occurring on a pre-screened infant when “premature wt/age” selected. Unhandled exception is no longer occurring.

7) SUG-224. Misspelling of weight corrected.

8) SUG-566. Values that were out of range of conversion values provided by the CDC were listed as “-1”. They are now listed as “N/A”.

9) SUG-563, MT-252. Abbreviations for height and weight were inconsistent. They are now consistently HT and WT with no “.”.

10) SUG-564. Ugly error message when no printer is selected has been replaced with “nice” message.

11) SUG-420. Inaccurate plotting on 0-36 month weight for length grid. Computation of the population distribution curves incorrect. This has been fixed.

ADDITIONAL ITEMS

1. REMINDERS:



- Do not allow two people to open a single participant's folder at the same time. The Last-One-Done-Wins rule applies and two people accessing the same folder could result in loss of data.
- Do not have a breastfeeding mom and her baby's folder open at the same time. These folders share a link and therefore should not be edited at the same time.
- Do not share your password with anyone and do not let others log into the computer, network or M-SPIRIT using your credentials. The above actions are security violations and could result in loss of privileges.
- Aides are not allowed to define food prescriptions for participants. Federal regulations prohibit WIC Aides from creating or modifying food prescriptions.

